

## Work Session

Dr. Carthum Are there any expectations of the probationer out of the classroom. i.e., attending college functions, living in the area, etc. Ms. Brener responded we cannot require faculty to live within a certain radius of the college. We have a great many employees who do not live in Grays Harbor.

Ms. Aveledo We get student evaluations and some comments are negative. It would be reassuring to know if negative comments are addressed by the committee.

Ms. Brener responded to Board member concerns that current practice does not allow them enough time to review the tenure packets of probationers up for tenure. She said that the process has changed and prior to the February Board meeting they will receive the full packets for each faculty member scheduled to be considered for tenure at the March Board meeting.

### **The Regular Board meeting commenced at 1:00 p.m.**

Members Present: Dr. Paula Akerlund, Ms. Astrid Aveledo, Mr. Art Blauvelt, Dr. Harry Carthum, Ms. Denise Portmann

Members Absent: None

Others: Dr. Jennifer Alt, Ms. Kristy Anderson, Mr. Kwabena Boakye, Ms. Laura Brener, Ms. Joan Chapin, Ms. Barbara Crowell, Mr. Andrew Glass, Ms. Shelly Hoffman, Mr. Darin Jones, Dr. Jim Minkler, Mr. Shiloh Winsor, Ms. Sandy Zelasko

#### II. [Agenda Adoption](#)

It was moved and seconded to adopt the agenda. Motion carried.

#### III. [Public Comments](#)

None

#### IV. [Celebrating Success](#)

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Dr. Minkler stated that two nominees have been selected for the Campus Compact Leadership Award. Students are selected for their civic leadership and academic standing. Each student

Hoffman.

, who lost her son to suicide, has been very active in the Out of the Darkness event that brings attention to suicide awareness and prevention.

Mr. Richard Arquette nominated Ms. Hoffman. He said she is a dedicated student, active student leader and volunteer. She is the ASGHC Vice President and active in the campus food pantry, mental health on campus and serving the campus and local community.

#### V. [Action Items](#)

1. [Approval of December 12, 2019 Board Minutes](#)

It was moved and seconded to approve the December 12, 2019 Board minutes. Motion carried.

2. Approval of OP 802 Mobile Device

of agency issued or personal mobile devices to perform agency business must have a local policy defining the requirements of users to retain records according to the Washington State Archives record retention schedules. Additionally, the policy is to address privacy rights of both employees and students, and the stewardship of confidential state information. This is done through policy development, a training schedule, and the use of Mobile Device Management (MDM) or Enterprise Mobility Management (EMM) software.

3. Approval of ASGHC Fund Balance Spending

ASGHC President, Mr. Miller, reported student government has just learned that funds, which have been approved by an affirmative vote of student government, are not able to be utilized without approval of the Board of Trustees. The fund balance is comprised of monies that remain unencumbered at the end of the fiscal year within all student government accounts. These monies are intended for, but not limited to, capital purchases, acquisition of real property, and support of unbudgeted and one-time programs. Currently oversight of student funds include oversight and management by the Director of Student Life, review of purchases and accounts by the Business Office, oversight by the student government/budget committee, and student government officer oversight. After discussion, it was moved and seconded to approve the Associated Students of Grays Harbor College to utilize the ASGHC Fund Balance account for the 2019-2020 fiscal year, pending the approval of each fund allocation by the student government/budget committee, including funds that have already been allocated earlier this academic year as outline below.  
Motion carried.

Table Tennis - \$850.00

Cotton Candy Machine - \$750.00

PA System Purchase - \$1,500.00

Cleaning & Repair of Charlie Choker Mascot - \$900.00

Start-up Expenses for establishment of E-Sports Program - \$75,000.00

Total - \$79,000.00

VI. Information

1. ctcLink Update

included:

Background

The current administrative systems are over three decades old and no longer supported. Implementation of ctcLink will bring to the college a single, centralized system of online student and administrative functions that will give students, faculty and staff anytime, online access to a modern and efficient way of doing college business.

GHC Status

GHC is in deployment group 5 with 7 other colleges. We are slated to deploy in October, 2021.

Training

Intense training will be required of pillar leads. Some training will be off-site. Students, staff and faculty who will interact with significantly less portions of the system than other employees will receive targeted training.

2. Enrollment

Dr. Alt reviewed original enrollment projections as of October 29, 2019 for the NWCCU report, annual estimate based on summer & fall actuals, winter to-date & spring estimated from winter,





IX. Action Items as a Result of the Executive Session  
None

X. Adjournment  
The meeting was adjourned at 3:53 p.m.

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Dr. Jim Minkler, Secretary

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Mr. Blauvelt, Chair